



SOUTH DAKOTA ARMY NATIONAL GUARD
2nd Battalion (Modular Training)
196th Regiment (Regional Training Institute)
803 West National Guard Drive
Sioux Falls, South Dakota 57104



NGSD-MOD-MOS

06 January 2015

MEMORANDUM FOR Students Attending the 551-88M1O MOS-T Motor Transport Operators Course Phase I

SUBJECT: Student Memorandum of Instruction

1. Welcome to the Motor Transport Operators Course you are scheduled to attend at 2nd Battalion (MOD), 196th Regiment (RTI) in Sioux Falls, SD. This course is performance oriented and designed to qualify individual Soldiers for the award of the 88M1O MOS. Soldiers will be trained in all aspects of skill level 1. Phase I is ADT mode and is a prerequisite to phase II. Phase I focuses on operation of 5 Ton Cargo Vehicles. Phase II focuses on operation of Tractor Trailers and PLS/HEMTT LHS. Lessons Learned from OIF/OEF are integrated.

- a. **Course:** 551-88M1O(R) Motor Transport Operators Course, Class 001-15.
- b. **Report to Location:** 2nd BN, 196th REGT, 803 West National Guard Drive, Sioux Falls, SD 57104 (see attached map).
- c. **Report in Time/Date:** NLT 1800 hrs, 10 April 2015. In-processing will begin at 0700 hrs, 11 April 2015. Soldiers who live within a reasonable commuting distance can report at 0700hrs, 11 April, **but you must contact the course POC listed below to notify them of your intent. Please contact course POC listed below if you need to make other arrangements.**
- d. **Course Dates:** 11-24 April 2015.
- e. **EMERGENCY TELEPHONE NUMBER:** SFC Tollefson: (605) 357-2841 or SFC Meriweather: (605) 357-2843.

2. Uniform:

- a. **Reporting:** Soldiers may report in appropriate civilian attire.

b. **Training:** The uniform for the classroom instruction is the Army Combat Uniform (ACU). For some of the practical exercises and/or FTX you will need your **ACH** and **OTV**. APFU or appropriate civilian clothes will be worn when conducting personal physical fitness training. The APFU will be worn during any class PT. Appropriate civilian attire is authorized after duty hours.

c. **Graduation/Course Completion:** ACU.

3. The following documents must be provided to the registration team when reporting:

a. **Official Orders:** The registration team will require one copy of your orders when you report in at the RTI. Dates must be inclusive, including required travel time and based upon dates in the Army Training Requirements and Resources System (ATRRS).

b. **In Processing Form:** See attached form.

c. **Civilian Drivers License:** Valid with no suspensions – must not expire prior to completion of the course.

d. **Military Drivers License:** Copy of DA 5984 or DA 348. Your home unit must issue you, at a minimum, an Army Learners Permit for the vehicle you are assigned at your home unit.

e. **Post Reservation Checklist:** Make sure your unit completes the Post Reservation Checklist (PRC) in ATRRS. If this is not completed your reservation for the course will be automatically cancelled in ATRRS.

4. Travel/Accommodations:

a. **POV/Government Vehicle:** Parking is available at the RTI for government and privately owned vehicles.

b. **Motorcycle:** If you are traveling via personal motorcycle or will be bringing one you must adhere to the South Dakota TAG and RTI commander's motorcycle policy. The policy applies to all military personnel in a duty status, on or off a SDNG installation, which includes travel to and from duty station. All members of the SDNG, or those Soldiers attending schools at the SD-RTI, who operate motorcycles must maintain a valid driver's license with an applicable motorcycle endorsement in their state of residence. Additionally they must have successfully completed an approved motorcycle safety course and provide proof of that upon reporting for school at the SD-RTI. In addition the following PPE must be worn – helmet, eye protection, protective clothing including long sleeve shirt or jacket, long trousers, full-fingered gloves and sturdy over the ankle footwear.

c. **TRiPS:** If you are traveling to the SD-RTI via POV or motorcycle over a distance of 100 miles you are highly encouraged to complete an online TRiPS form.

d. **Commercial Air/Bus:** Personnel arriving by commercial air/bus must contact 2nd BN (MOD), 196th REGT (RTI) with arrival information at least 72 hours in advance of arrival. Based on arrival information personnel from the RTI will be at the terminal to transport you to the RTI. Call SFC Tollefson at (605) 357-2841 or SFC Meriweather at (605) 357-2843 with your arrival information.

e. **Quarters:** Non-chargeable quarters are available at no cost to the Soldier. They are open bays with no cleaning service available. Soldiers are required to maintain their areas as well as the latrine areas. Soldiers are encouraged to bring their own linen and towels, if needed you may be issued some. Each bay is furnished with a TV, refrigerator and phone. You will also have available a lockable wall locker in the bay for your use, however you must provide your own padlock. To make reservations you must call SFC Mark Meriweather at (605) 357-2843. If your unit allows, there are chargeable quarters available that are private and semi-private for \$31 and \$30 respectively. You must make reservations with Army Lodging at 605-357-2845 and provide your CC number and a copy of your orders upon arrival.

f. **Meals:** Government meals are available. (To include a breakfast meal served at 0730 on 11 April 2015 .)

g. **Internet:** There is a wireless network for your personal computers in the building. The 2nd BN, 196th REGT (RTI) is not responsible for lost or stolen items. It is your responsibility to secure your personal Items. There are lockers available in the bays. You must provide your own padlock.

h. **Laundry:** There are free washer and dryers located in the bay area available for your use; you will need to provide your own laundry detergent.

5. Enclosed is the packing list and registration documentation that you must have in your possession when you report for training.

6. The point of contact for this course is SFC Tollefson at (605) 357-2841, Cell (605) 864-1690 or randy.g.tollefson.mil@mail.mil

FOR THE COMMANDER:

4 Encls

1. Student Requirements
2. In Processing Form
3. Packing List
4. Map

RANDY G. TOLLEFSON
SFC, SDARNG
88M Course Manager

88M10 STUDENT REQUIREMENTS:

This course is performance-oriented and designed to qualify individual students in MOS 88M10. Upon completion, you must be able to perform the tasks necessary for skill level one proficiency.

Tasks are trained to the conditions and standards outlined in the Soldier's Training Publication (STP). Performance measures are used as a training guide to ensure that the student learns how to do a task step by step. Training is learning by doing, not simply memorizing answers to questions. Learning by doing requires mastery of simple tasks or subtasks as a basis for performing more complex tasks.

All tasks, conditions, and standards as well as the performance measures for doing them and testing them are in the STP to include student hand-outs and class notes. They must be studied, reviewed, and used as take-home study assignments throughout the course.

Progress will be measured by the ability to perform each task as it is trained before going on to the next task or series of tasks. Retraining and retesting will be a continuous requirement to ensure proficiency. Upon successful completion of the 88M10 Motor Transport Operator course students may be awarded Military Occupational Specialty (MOS) 88M10.

Phase I – Week 1 - This portion consists of a series of general knowledge subjects that must be completed prior to starting the hands-on portion of 5-ton training or the issue of a learner's permit. Phase I Week 2 is a series of lessons involving hands-on preventive maintenance and operation of the 5-ton series of tactical vehicles to include convoy operations and Basic control of the LHS (HEMTT). All lesson content of Phase I must be completed prior to start of Phase II.

Safety is of the highest priority. Since the course is equipment hands on intensive, Composite Risk Assessments will be accomplished before every training event.

You can expect to operate vehicles in all environments to include off road, night operations, trailer operations, secondary, primary and interstate highway operations in both phases of the course.

STUDENT IN-PROCESSING SHEET

Note: Fill in the upper portion of this form and bring it with you to In-processing.
(Please gather this information before reporting for training.)

COURSE ATTENDING: _____

NAME _____
Last First MI

HOME ADDRESS: _____ ST _____ ZIP _____

SSN # ____ - ____ - _____

CELL #: (____) ____ - _____

E-MAIL _____@_____

EMERGENCY CONTACT: _____

EMERGENCY CONTACT PHONE #: (H) _____

(W) _____

(C) _____

This portion is to be completed by RTI-SD Staff during In-processing.

AGE ____ HEIGHT ____ WEIGHT ____ GO ____ / NO GO ____

TAPING ____ BODY FAT ____ % GO ____ / NO GO ____

APFT ____ / ____ / ____ PASS ____ / FAIL ____ (for NCOES only)

Date

Name Printed

Signature

Rank

88M10 MOSQ COURSE CLOTHING AND EQUIPMENT LIST – The 196th RTI does not have availability to CIF issued equipment and the following must accompany you for the training.

EQUIPMENT/ITEM DESCRIPTION REQUIRED

Earplugs w/Case 1

Belt, Indiv Equipment 1

Canteen, Water Plastic w/Cover or Camel Back 1

Case, Field First Aid 1

Helmet, Ground Troops (Kevlar w/Cover or ACH) 1

Sleeping Bag

Ballistic Eye Protection -

Wet weather gear (Boots / Trousers / Parka) 1

Bag, Laundry 1

Boots, Combat Tan 2

Cap, ACU Patrol Cap 1

Coat, ACU 3

Gloves, Work Leather 1

Trousers, ACU 3

Flashlight (Red lens for field use) 1

Batteries for flashlight - 4

Towels, Bath & Face 2

Shower Shoes 1

Personal Hygiene Items As Required

Trouser CW, Gortex (SEP-MAY) Seasonal

Coat, CW, Gortex (SEP-MAY) Seasonal

Gloves, Black w/liners 1

IPFU Jacket and Trousers 1

IPFU Shirt and Shorts 2

Running shoes 1

Military Vehicle Operators Permit (DA Form 5984-E) 1

Civilian State Drivers License 1

Pens and pencils 2

Writing materials (notebook) 1

Insect repellent 1

Sun protection/block lotion 1

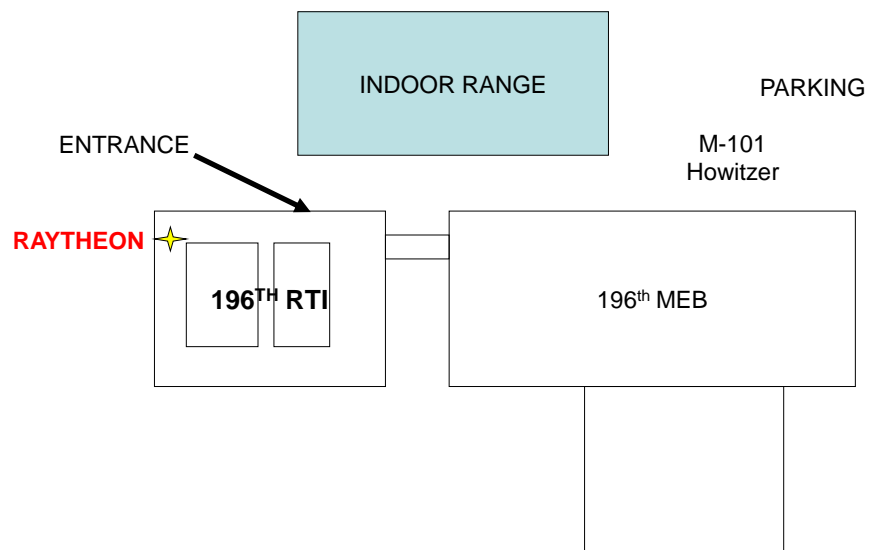
Sun glasses 1

\$ 100.00 for incidental expenses Recommended

Padlock set, lock and keys 2



PARKING



Enclosure 4